Minutes of the 39th meeting of the Academic Affairs Committee (AAC) held on 10th May, 2024 at 2:30 PM in the Senate Room.

1.	**The following members/special invitees were present:** Prof. Vikram Goyal – AAC Chair Dr. Sumit J. Darak – DoAA Dr. Debajyoti Bera - UG Affair Chair Dr. Sneh Saurah - PG Affair Chair Dr. Gayatri Nair Dr. Shad Akhtar Dr. Vinayak Abrol Dr. Sonia Baloni Ray Dr. Sanak k Biswas Dr. Sayak Bhattacharya Mr. Ashutosh Brahma- Manager (Academics) Ms. Nisha Narwal - Assistant Manager (Academics) Ms. Sanjana Soni - Junior Manager (Academics) Mr. Aditya Giridhar - Student Senate At the outset, Prof. Vikram Goyal (AAC Chair) welcomed all members/special invitees to the AAC meeting. Thereafter, the agenda items were taken up for discussion, and the following decisions/recommendations were made:
2.	**To confirm the minutes of the [38th AAC](#) meeting held on 19th April 2024.**
1.	**Reporting Items** The new courses below have been added for the Summer 2024 semester and have been shared with AAC members via email. Some suggestions have been made and is still in discussion. AAC requested the instructor to share the updated version as per the discussion over email. • Dr. Jyoti Sharma will offer a new course, **"2Credits"** UG/PG course: **"ENT303A - Experiential Learning** - Creating for the Real Economy, in Summer Term 2024". The course description is attached [herewith](#) for your reference.
2.	**Proposed Changes to Opine Feedback Form** The AAC thoroughly reviewed, and after a detailed deliberation, the committee recommended the following-

		1. The section 2 Course Outcomes, will remain unchanged. 2. The section 3 Course Material a few wording needs to be rephrased. 3. In section 4, a few changes would be needed. 4. The section 5, will remain unchanged. 5. The section 6, will give an option of enabling or disabling subjective feedback. 6. There will be only one form from the institute side. **Action: Dr. Gayatri Nair**
3.		**<u>Revisiting the Rule of Course Registration Cap of 150</u>** The AAC thoroughly reviewed and recommended the cap should be continued. DOAA also proposed that once the policy is implemented, it should remain unchanged. Registration will be allocated on a first-come, first-served basis, and once a students have applied, they cannot withdraw from the course. Furthermore, the Manager (Academics) was requested to come up with the complete proposal for implementation. **Action: Academics**
4.		**<u>Modify Refresher Courses for the MTech(CSE) Program</u>** The AAC thoroughly reviewed and recommended the new proposal for the below three M.Tech. Refresher module of 2 credits each for CSE; ● Data Structure in C (8 lectures) ● Programming: System Programming (4 lectures) + Python (4 lectures) ● Mathematics: Linear Algebra, Probability and Stats (8 lectures) **Action: To Senate**
5.		**<u>Modify Course Requirements for the MTech(CSE) Program</u>** The AAC thoroughly reviewed and recommended the below proposal for the M.Tech. CSE Program except point 3 (sub point 3). The department will provide clarification regarding whether students are permitted to enroll in online courses during their initial two semesters. **1. Policy for Core Courses:** These 3 courses -- Graduate Algorithms, Graduate Systems (to be proposed), ML, out of which at least 2 should be taken in the first semester.

	2. Policy for Specialization of MC, DE, and IS:
	
	12 credits from specialization buckets.
	
	3. Policy for Other Credits:
	
	Any course, including IP, IS, Online courses, or thesis, capstone, scholarly paper with the following restrictions:
	
	    * At most 8 credits of regular courses without CSE course code.
	    * At most 8 credits of IP, IS courses.
	    * At most 4 credits of Online course in the summer, 3rd semester or later (online course policy is as per department guidelines).
	
	With the implementation of this new policy, the course allocation process would be more streamlined.
	
	Action: CSE Department/To Senate

6.	**Allow Internship for Credit for the MTech(CSE) Program** The AAC thoroughly reviewed and suggested to revisit on a few point and come up with the updated policy in the next AAC. **Action: CSE Department**
7.	**Allocation of 3xx and 5xx Code to Course and Evaluation Criteria** *Consideration of this item was deferred to the next meeting.*
8.	**Discussion on 7xx/8xx-Level Courses** *Consideration of this item was deferred to the next meeting.*
9.	**Request for Review and Standardization of Prerequisite Policy for DSA Course Enrollment** *Consideration of this item was deferred to the next meeting.*
10.	**Revisiting policy for assigning cross-departmental course code to already approved courses** *Consideration of this item was deferred to the next meeting.*

11.	**To Deliberate on 'Value Added courses' in NAAC Curriculum Enrichment Point** *Consideration of this item was deferred to the next meeting.*
12.	**Invigilation Guidelines for Mid-Semester and End-Semester Examinations** *Consideration of this item was deferred to the next meeting.*
13.	**Discuss and Finalize Teaching Fellow Eligibility** *Consideration of this item was deferred to the next meeting.*
14.	**Request for Fee Waiver** *Consideration of this item was deferred to the next meeting.*
	The meeting ended with a vote of thanks to and by the Chairperson.